

OFF OFFICE USE ONLY: EMP# \_\_\_\_\_ CLASS: \_\_\_\_\_ PAY: \_\_\_\_\_  
EV EV \_\_\_\_\_  
FMP FMP \_\_\_\_\_  
NH NH \_\_\_\_\_  
FND FND \_\_\_\_\_



## EMPLOYMENT APPLICATION

Today's Date: \_\_\_\_\_

Southeastern Site Development, Inc. is an equal opportunity employer. It is the policy of the Company not to discriminate in hiring and employment, on the basis of race, color, religion, national origin, sex, disability, age, sexual preference, or veteran status in accordance with all applicable federal, state, and local, laws. No questions on this application are intended to secure information for an unlawful purpose. This application will be considered active for 30 days. If you have not been employed within this period and are still interested in employment with Southeastern Site Development, Inc., please contact the office where you have applied and request that your application be reactivated.

### PERSONAL INFORMATION

Please print name as it appears on your social security card or Alien Registration Card.

**YOUR SSN WILL BE VERIFIED PRIOR TO EMPLOYMENT ACCORDING TO LAW.**

Name: \_\_\_\_\_ SSN: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_  
Country: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Position Desired: \_\_\_\_\_

### EDUCATION

Highest Grade Completed: \_\_\_\_\_ Date Completed: \_\_\_\_\_  
Name & Address of Last School Attended: \_\_\_\_\_  
Vocational or Other Training: \_\_\_\_\_

### AVAILABILITY FOR WORK

When can you start?  
If not a United States Citizen, do you have a legal right to remain and work permanently in the United States?  
(Proof of right to work required.) Yes No (Check the appropriate box.)  
Are you available for full-time work? Yes No (Check the appropriate box.)  
Will you work overtime if asked? Yes No (Check the appropriate box.)  
If under 18 years of age, do you have a work permit? Yes No (Check the appropriate box.)

### GENERAL

Have you ever been convicted of a crime other than a traffic offense? (Conviction of a crime in not an automatic bar to employment.) Yes No (Check the appropriate box.)  
If yes, explain:  
Have you ever applied for Employment with Southeastern Site Development, Inc.? Yes No (Check the appropriate box.)  
If yes, when: \_\_\_\_\_ Job Description: \_\_\_\_\_ Who referred you to this company? \_\_\_\_\_

**MILITARY EXPERIENCE**

Were you in the US Armed Forces?    Yes    No (Check the appropriate box.)

If Yes, what Branch?                      Rank:                      Duties:

**WORK EXPERIENCE**

List the last 3 positions held below. (Most recent first.) State the reason for inactivity between employers.

Most Recent:

Dates:                      Employer Name:                      Employer Address:  
Phone Number:                      Job Title:                      Salary:  
Reason for Leaving:

Prior 1:

Dates:                      Employer Name:                      Employer Address:  
Phone Number:                      Job Title:                      Salary:  
Reason for Leaving:

Prior 2:

Dates:                      Employer Name:                      Employer Address:  
Phone Number:                      Job Title:                      Salary:  
Reason for Leaving:

**REFERENCES**

Give the names of 3 people (local if possible) whom you have known for over 3 years. Omit relatives.

Name:                      Address:                      Phone:                      Years Known:  
Name:                      Address:                      Phone:                      Years Known:  
Name:                      ----- Address:                      Phone:                      Years Known:

Do you have a CDL License?

- 1.    Tractor Trailer                      Yes    No (Check the appropriate box.)
- 2.    Tandem Dump                      Yes    No (Check the appropriate box.)
- 3.    Single Axle Dump                      Yes    No (Check the appropriate box.)
- 4.    Service Truck (Hazardous Material)    Yes    No (Check the appropriate box.)

Can you operate any of the following machinery? Check the boxes for which machinery and grade you have experience.

Experience:                      Finish Grade:                      Rough Grade:                      Not at all:  
Dozer  
Loader  
Scraper  
Rubbertire Backhoe  
Trackhoe  
Motorgrader  
Compactor

List any other qualifications or skills you might have in addition to those listed above:

I understand that Southeastern Site Development, Inc. may contact all persons, schools, employers, current or former to verify my employment. I hereby release Southeastern Site Development, Inc. and the aforementioned that provide such information from any liability or damages regarding the provision of such information.

In the event that the applicant agrees to accept a position with the Company, the applicant and the Company agree that the employment relationship between the Company and the employee is an at will relationship and that the employment relationship and compensation can be terminated, with or without cause and with or without notice, at any time at the option of either the Company or the employee.

Application expires 30 days from today's date.

I certify that all information is true and correct.

Signature (type your name as signature):

Date: